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Furn. fill*OTS-343/84
18 October 1984

MEMORANDUM FOR: Chief, Administrative Staff, DDS&T

FROM:

[redacted]
Chief, OTS/RMPS

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SUBJECT: Employee Workspace Standardization [redacted]

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REFERENCE: DDS&T-769-84 dated 12 Oct 84, Same Subject

1. The Office of Technical Service (OTS) is in general agreement with the NBPO's workspace standardization, understanding that we have to start somewhere in laying out space in the new building. [redacted]

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2. A point we would like to make is, instead of organizing space by grade, we would prefer it be done by position. For instance, the Deputy Director should have a larger office than other SIS-3's in OTS. All Group Chiefs should have the same space, as well as all Division Chiefs and all Branch Chiefs, regardless of grade. We realize this can all be worked out later when we get down to the nitty-gritty of identifying actual space with the architects. [redacted]

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File:

*Set Space
Requirements*

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